



MSC November Board Meeting

Wednesday, November 2nd, 5:30pm.

- Google Meet Information if needed:
 - [Join by video](https://meet.google.com/smd-cuyd-mrs): meet.google.com/smd-cuyd-mrs
 - [Join by phone](tel:+13856457944): (US) +1 385-645-7944 PIN: 755 528 475#

Attendees:

Courtney, Jess, Katie, Kenzie, Marianne, Heather Cruickshank, Beth, Sharon, and Karen

Regrets:

Caley, Joanne

Agenda:

1) Discussion & review of 50th Anniversary items with 50th Committee:

- a) Motion for voice but not vote of the 50th Committee
 - Katie: First Mackenzie: Seconded All in Favour: Yes
- b) Board to receive a November update from 50th Committee linked [HERE](#)
 - Jess and Karen's roles: training and choreography for current skaters
 - Karolyn will provide all the music and will sit down with the coaches to come up with a vision;
 - Alumni do practices during the week leading up to the show on ice that we have already paid for
 - Floor goes in on Wednesday evenings March 22nd, 2023
 - Friday rehearsal, two shows on Saturday
- c) Items to be addressed during this meeting with the 50th committee:
 - **Lighting for the ice show:** this was approved in Oct. 2022: 3-2 vote.
 - (1) A request for two other quotes by the board. Courtney reports, then board to select vendor to proceed with:
 - (a) Quote #1: *New Dimensions* - Sal, Windsor
 - (b) Quote #2: Lights, Sound, Action Entertainment - Mike, Amherstburg
 - (c) Quote #3: Various emails sent
 - (d) Original Quote from 50th - \$17,000 from Concord
 - **Fundraising events:**
 - (1) **Online 50/50**
 - (a) Will run after the New Year when the permit comes in
 - (2) **Cash Calendar**
 - (a) To take place in February

- (b) 50th applied for a permit to sell the calendars
- (c) Each family gets a book of 5 calendars to sell and if they don't sell them, they don't get their hours. \$20 a book.

(3) Spirit Wear with Team Outfitters

- (a) Online and up & running
- (b) We can switch the logo back to our regular one in the future

(4) Adult Fundraiser - Alton Wines

- (a) Sharon and Celia going to inquire about that tomorrow

(5) Coozies

- (a) Starting ASAP; selling them for \$5 a piece. Starting with an order of 100.
- (b) Logo to be sent to Nicole when approved. Marianne will take care of getting the logo to Nicole

(6) Tupperware

- (a) Tupperware rep has extra stock and is willing to give us a percentage of the sales (15-20%) - outlet sale - November 28th or November 29th, chaired by Sharon

(7) Krispy Kremes

- (a) Will be done before Christmas

(8) Programs - selling ad space

- (a) Sharon asked for 3 Quotes for programs and cash calendars: ODS, Wallaceburg guy, and Huron Repo Graphics

- Question from the 50th:
 - (1) How does the treasurer wish to manage income for the ice show?
 - (a) Deposits to be made on the whole (cash) into the account and if numbers are out, double and triple checking can occur to ensure errors are fixed
- **Parade plans**
 - (1) The board needs to enter the Santa Claus Parade - November 26th, 2022
 - (2) A dad has offered his truck if we can find a trailer. We can decorate at LaPiers
 - (3) The board to push kids coming and volunteer. The 50th will bring alumni
- **Other 50th business/Questions**
 - (1) Lego Family Fun Day - "Sponsored by MSC"
 - (a) Each family brings in Lego; \$10 a family for a table

- (b) Families build their Lego and we have a judge
- (c) 4 hours; each family member will get a hot dog and pop
- (d) Door prizes with Bingo Credits

- (2) The Board will create a budget for the 50th based on estimated projected costs and incomes and provide it to the committee to use as a framework. Budget to be voted on.

- **Adjournment with 50th**

2) Last Meeting Follow-up/Old Business

- 1. Approval of [October's Minutes](#) - Motion made by Marianne
 - a. 1st: Kenzie Seconded: Katie All in Favour: Yes


3) New Business

2. President's Report

- a. Marianne- [President's Report](#)
 - i. If we need to vote between monthly board meetings, whoever requires a vote will email the rest of the voting club members the motion and we will vote via email.
 - ii. Week before the meeting secretary will send out the agenda for population - and again the night before
 - iii. Change in schedule for Silver Stick
 - 1. Jan 5 and 6 will not be available
 - 2. Plan to move forward
 - a. Can we bring the affected sessions to a Power session? We will table this and think it through and make a decision at the next meeting.
 - iv. PA Training
 - 1. Attendees: 4 PA's have responded so far for Monday the 7th (4-6pm)
 - a. Skate Canada has a policy for PAs and that training will be delivered according to Karen
 - b. PA's can be 9 and up
 - c. 10:1
 - d. We will continue to push for PAs but we will have to cut off at 20 for the Friday session if we don't have more. We can reassess at Dec. Meeting

3. Treasury Updates

- a. Kenzie: [October Report](#)
 - i. Skate Canada things get paid and approved without votes, literally everything else needs to be voted and approved on
 - ii. Kenzie to prepare an operating budget to be approved during the December meeting

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- b. Logo invoice (discussion) and process
 - a. Vote:
 - b. First: Marianne Seconded: Courtney
All in Favour: Yes

 - c. Ice Show Budget:
 - 1. Overall thoughts
 - a. Incomes are slightly high; expenses are slightly low
 - b. Kenzie to create a workable budget in Excel and share with the board this week and we will ensure this gets back to the 50th via Marianne.
 - 2. Vote
 - a. First: Courtney Seconded: Katie
All in Favour: Yes

 - d. Refund policy and process
 - i. Specific parent case who is requesting a refund
 - 1. Marianne to craft an email to respond to the parent
 - ii. Find the refund policy.

 - e. Bingo shirt estimate - [Quote from Sharon](#)
 - i. Board to discuss and vote to approve
 - ii. The board proposes to purchase 25 new shirts; 17 for current volunteers and 8 extra in a variety of sizes for new members along with 25 name tags. Kenzie put forth the motion for a budget of \$750.
 - 1. Vote
 - a. First: Kenzie Seconded: Katie
All in Favour: Yes

 - f. Purchasing CanSkate supplies - [Quote found here](#)
 - 1. Vote:
 - 2. First: Kenzie Seconded: Courtney
All in Favour: Yes
 - 3. Karen submitted receipts - \$173.20
 - a. These are approved for now; moving forward, requests for items can be given to the head coach Jess who will then create a master list for everyone and Jess will submit to the board and we will review at the board meetings

 - g. PA Training
 - i. \$200 budget for PA Training session to cover the cost of pizza and ice time
 - ii. Moving forward, can we grow and learn from this session and make some changes
 - iii. Communication to be sent out to parents to ask



4. November Newsletter - Katie
 - a. Relevant Info
 - i. Katie will get all the parade info and information from the reports to put into the letter
 - b. Feature Skater
 - i. Eva

Action Items for Next Month:

- 1.

Next Meeting Date & Agenda Items

1. Change in schedule for Silver Stick
 - a. Jan 5 and 6 will not be available
 - b. Plan to move forward
 - i. Can we bring the affected sessions to a Power session? We will table this and think it through and make a decision at the next meeting.
2. Reassess Friday Session in regards to 20 skaters and PAs
3. Kenzie to prepare an operating budget to be approved during the December meeting
4. [Roles and Responsibilities Matrix](#)
5. Review the refund policy and create one

Adjournment:

1st: Katie

Seconded: Courtney